



# WFCA 2008 SATURDAY SEMINAR SERIES

The Washington Fire Commissioners Association is pleased to offer members the 2008 Saturday Seminar Series. Class descriptions are outlined below; class dates, times and locations are listed on the reverse side of this page. Please call the WFCA office at 1.800.491.9322 if you have any questions regarding the program.

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## **SEMINAR FOR NEWLY ELECTED/APPOINTED AND EXPERIENCED COMMISSIONERS, CHIEFS & SECRETARIES**

Fire District Attorneys Clark and Brian Snure will present this program for new and experienced commissioners, chiefs and secretaries. The morning session will provide the knowledge and background needed to understand and address many issues facing fire district personnel. Topics for this full-day program, which is being held in Spokane and Ocean Shores, include:

- The relationships of fire protection district commissioners and personnel.
- Powers, authority, duties and responsibilities of commissioners, chiefs and secretaries.
- Delegation of authority.
- Relationships with state and county offices.
- Risk management and insurance.
- Open public meetings and executive sessions of the board of commissioners.
- Open Public Records Act.
- Ethics—Conflicts of Interest.
- Compensation to commissioners, paid and volunteer personnel.
- Volunteer firefighter associations.
- Finances—revenue sources, tax levies, budgets, lid lifts, debt limitations, elections.

Other areas of law will be addressed with an opportunity for class participants to ask questions. Part of the afternoon session will be tailored to legal issues you want to discuss (please complete the questionnaire accompanying this notice and return it to the WFCA office prior to the seminar you wish to attend).

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## **ETHICS: WHAT IS MY RESPONSIBILITY AS A FIRE COMMISSIONER?**

Public confidence in elected officials can quickly erode when irresponsible and/or improper conduct is uncovered. It is the paramount duty of a board of fire commissioners to address unethical conduct of a fellow board member in a fair and professional manner. This 1-1/2 hour seminar (8:30 - 10 a.m.) in Chelan will outline a process and procedure to formulate and implement a policy for fire commissioner ethics, and provide an opportunity to define what is unethical or improper conduct through adoption of an ethics policy.

## **HOW TO IMPLEMENT POLICIES & PROCEDURES**

The second half of the morning seminar (10:15 - 12:00 noon) in Chelan will provide a review on how to implement policies and procedures and define what is a management issue and what is an operational policy issue.

## **LEGISLATIVE ROUNDTABLE: WHAT ARE THE WFCA PRIORITIES FOR THE 2009 SESSION?**

WFCA Lobbyist Sandi Swarthout will facilitate a work session and interactive discussion with WFCA members to identify the top priority issues for the 2009-2010 legislative sessions. Participants will break into small groups to discuss fire districts' legislative issues and have an opportunity to participate in a group priority exercise. Additionally, a number of state legislators will provide some helpful hints on how to more effectively communicate with your state legislators.



## SEMINAR DATES, LOCATIONS & TIMES

<b>FEBRUARY 23rd</b> <b>Davenport Hotel</b> <b>in Spokane</b>	<b>MARCH 15th</b> <b>Quinault Beach Resort</b> <b>in Ocean Shores</b>	<b>MAY 31st</b> <b>Campbell's Resort</b> <b>in Chelan</b>
<p style="text-align: center;"><b><u>A G E N D A</u></b></p> <p><i>Registration &amp; Coffee...8:00 a.m.</i></p> <p><b>NEWLY ELECTED, APPOINTED AND EXPERIENCED FIRE COMMISSIONERS, CHIEFS &amp; SECRETARIES...9:00 a.m.</b></p> <p><i>Lunch 12:00 - 1:00 p.m.</i></p> <p><i>Seminar will conclude at 4:00 p.m.</i></p>	<p style="text-align: center;"><b><u>A G E N D A</u></b></p> <p><i>Registration &amp; Continental Breakfast...8:00 a.m.</i></p> <p><b>NEWLY ELECTED, APPOINTED AND EXPERIENCED FIRE COMMISSIONERS, CHIEFS &amp; SECRETARIES...9:00 a.m.</b></p> <p><i>Lunch 12:00 - 1:00 p.m.</i></p> <p><i>Seminar will conclude at 4:00 p.m.</i></p> <p><i>Join us following the seminar, from 4 - 6 p.m., in the Hospitality Suite.</i></p>	<p style="text-align: center;"><b><u>A G E N D A</u></b></p> <p><i>Registration &amp; Continental Breakfast...8:00 a.m.</i></p> <p><b>ETHICS FOR FIRE COMMISSIONERS...8:30 a.m.</b></p> <p><b>POLICIES &amp; PROCEDURES...10:15 a.m.</b></p> <p><i>Lunch 12:00 - 1:00 p.m.</i></p> <p><b>LEGISLATIVE ROUNDTABLE...1:00 p.m.</b></p> <p><i>Seminar will conclude at 3:30 p.m.</i></p>
<p style="text-align: center;"><b>Hotel Information</b></p> <p>The Davenport Hotel is located at 10 S. Post St., Spokane, WA 99201. The hotel reservations telephone number is 1.800.899.1482 and the main line is 509.455.8888. The guest room rate is \$139 per night. Parking will be validated for seminar participants; overnight guest parking is \$15. Visit <a href="http://www.the.davenporthotel.com">www.the.davenporthotel.com</a> for more information on this hotel.</p>	<p style="text-align: center;"><b>Hotel Information</b></p> <p>The Quinault Beach Resort is located at 78 State Route 115, Ocean Shores, WA 98569. The hotel telephone numbers are toll-free 1.888.461.2214 (reservations) or 360.289.9466 (main line). The guest room rate is \$119 (standard wetland or ocean view room) per night. Visit <a href="http://www.quinaultbeachresort.com">www.quinaultbeachresort.com</a> for more information on this hotel.</p>	<p style="text-align: center;"><b>Hotel Information</b></p> <p>Campbell's is located at 104 W. Woodin Ave., Chelan, WA 98816. The hotel telephone numbers are 1.800.553.8225 (reservations) or 509.682.2561 (main line). Room rates vary depending on the type requested. Visit <a href="http://www.campbellsresort.com">www.campbellsresort.com</a> for more information.</p> <p>Other reservation options:</p> <ul style="list-style-type: none"> <li>• Caravel (1.800.962.8723)</li> <li>• Darnell's (1.800.967.8149)</li> <li>• Best Western (1.800.468.2781)</li> </ul>

## REGISTRATION INFORMATION & FEES

The registration fee for all seminars includes coffee service at Spokane, continental breakfast at Ocean Shores and Chelan, and lunch at all seminars.

### **MEMBER REGISTRATION**

\$110.00

\$120.00 (at the door)

### **NON-MEMBER REGISTRATION**

\$210.00

\$220.00 (at the door)

- ◆ Handout of workshop material, coffee and/or continental breakfast and late registration will begin as outlined in the above agendas.
- ◆ Be sure to bring a sweater or jacket to ensure your comfort (meeting rooms can be **CHILLY!**)
- ◆ If you have special dietary restrictions or concerns, please inform your server or a WFCA staff member for assistance.
- ◆ Please give **48 hours'** notice for registration refunds from the WFCA.
- ◆ Educational grants are available to member fire districts with an assessed value of \$50 million or less. Please contact the WFCA office at 1.800.491.9322 for more information.

# VFIS GOLF TOURNAMENT



Join us this year at beautiful Lake Chelan Golf Course!!  
Washington Fire Commissioner's Conference

**WHEN:** Friday, May 30, 2008....Shotgun Start at 1330 Hours

**WHO:** Space available for the first 60 players to sign up

**COST:** \$50.00 each player. Money to be paid by Monday, May 19<sup>th</sup>

**FORMAT:** 18 Holes, 4-Person Team Scramble

**CARTS:** 30 Reserved at \$13.00 per person; Pay at Club House on May 30

**PRIZES:** Long Drives, Closest to the Pins, First Three Place Finishers & Door Prizes

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**TO SIGN UP:** Please return the following information, along with your check(s) payable to:

VFIS Attn: Kim Carbaugh – Sales Support  
P.O. Box 2726, York, PA 17405  
For questions please call Wiatt @ 877-832-7527

**WFCA...LAKE CHELAN TOURNEY...VFIS**

Name of Players: 1) \_\_\_\_\_ 2) \_\_\_\_\_

3) \_\_\_\_\_ 4) \_\_\_\_\_

*(You do not need a foursome to sign up)*

Carts? YES \_\_\_\_\_ NO \_\_\_\_\_ 1 \_\_\_\_\_ 2 \_\_\_\_\_

Team Member Contact \_\_\_\_\_ Phone # ( ) \_\_\_\_\_

Organization \_\_\_\_\_

Amount Enclosed \$ \_\_\_\_\_ Payable to VFIS  
*(Do not include cart fee with this entry)*

Any questions, please contact Wiatt Wong 877-832-7527

**NO WFCA FUNDS WERE USED IN THE PREPARATION AND PRINTING OF THIS FLIER.  
THE GOLF TOURNAMENT IS A VFIS-SPONSORED EVENT FOR THEIR CLIENTS  
& POTENTIAL CLIENTS**

# Ads

**FOR SALE by Kittitas 8:** 1. '74 Ford Boardman Pumper, \$10,000 OBO, Waterous 1000 GPM pump, 1800 gal tank, plumbed for deck gun, ladders, hard suction, 3-crosslays, booster reel, Caterpillar dies eng, Allison AT, tire chains, 40,000 mi. 2. '81 Kenworth Water Tender, \$10,000 OBO, Darley 750 GPM pump, 2500 gal tank, deck gun, pump & roll capable, 4 - 2½" discharges, 2 hose beds, storage compartments, 1322 hrs, 26,000 mi, Cummins Dies, Allison AT, tire chains. 3. '87 Ford Pierce Pumper, \$35,000 OBO, dies eng, Allison AT, 1250-GPM pump, 1250 tank, Class A foam system, top mntd pump panel, piped for deck gun, generator, scene lights, booster reel, cross lays, ladders, hard suction, tire chains, 40,000 mi. Sales as is, where is, w/ no war expressed/ implied. Submit inquiries to P O Box 618, Easton, WA 98925 or contact Chief Moore 206.617.4521, montlm@aol.com.

**FOR SALE by Mason 2:** Barely used mid-'90s SCBA air compressor w/8 5000 psi cascade storage bottles. Air compressor had reg svc & air tests. Bauer Model K-14 E1; Capacity: 9.2 CFM; HP: 7.5 Sngl Phase; Hrs: 364; \$2,500. Visit [www.wfca.wa.gov](http://www.wfca.wa.gov) (Classified Ads) to view pictures. For questions/info contact Capt Cooper 360.275.6711 Ext. 108.

**FOR SALE by San Juan County 4:** 1. '66 Ford F850 Western Star Fire Eng. Front mntd 750 gpm fire pump supplied by a booster tank carrying 1000 gal of water. Eng equipped w/: 200' of booster line; 20' of 5" hard suction; 1200' of 2½" hose, 800' of 1½" hose. Eng has less than 15,000 mi. Motor & pump operational w/ minor mech issues. Asking \$5,500. 2. '85 Ford Wheeled Coach Amb Type III, no equip incl except 1 ambulance cot. Amb operational & in good cond. Asking price \$3,500. Vehicles can be seen by appt. Inquiries to: [lopezfire@lopezfire.com](mailto:lopezfire@lopezfire.com), Chief Rob Miesen, @ Dist Ofc, 2228 Fisherman Bay Rd, Lopez Island, WA 98261, 360.468.2991.

**FOR SALE by Skagit 9:** '81 E1 Pumper, 500 gal tank, 1750 GPM Hale pump, last tested 2/06, 550HP Detroit V892 w/9000 mi, new in '01 w/ Allison AT, 1200' of 5" supply, tested '06, removable deck gun w/stacked tips & fog nozzle, 35' ext ladder, 2 Airpack seats, David Clark headset system, Opticom, good tires w/ chains, fresh oil sample test. Asking \$25,000. Contact Skagit 9, Chief Brett Berg at 360.661.6809.

**FOR SALE by Skagit 17:** 6 surplus portable radios (2 are Motorola Visar, 3 are Motorola HT600 and 1 is Radius P100. Radios can only be used on wide band freq. 5 radios also have spare batteries. Call 360.293.8156 or email [r.dugan2@verizon.net](mailto:r.dugan2@verizon.net).

**FOR SALE by Snohomish 28:** 7 low pressure storage bottles for a cascade system, \$50 ea; 35' alum 3 section ext ladder (failed annual inspection due to 2-3 bad rungs), \$200; 35' fiberglass 3 section ext ladder (failed annual inspection due to 2-3 bad rungs), \$200, 14' fiberglass roof ladder (failed annual inspection due to 2-3 bad rungs), \$100. 3 sections of 6" black hard suction hose 10' long w/anodized couplings, \$100 ea. Onan genset, 7hp 3kw gen w/2 outlets, \$150, Hale portable pump, 11 hp Briggs & Stratton motor, \$150. Sales "AS IS, WHERE IS" w/o warr expressed/ implied. Purchaser assumes all liability for its cond. Forward inquiries to Asst Chief Walters, M-F, 8 am to 5 pm @ 360.793.0866 or [fire28@premier1.net](mailto:fire28@premier1.net).

**FOR SALE by Spokane 4:** Holmatro Extraction tools to incl a Honda Power Unit w/2 35' hoses; Holmatro Spreader Model 2008-AU; Holmatro Cutter Model 2001-UL; Holmatro Ram Model 2005-UL. Equip was taken out of svc & replaced w/new. For info, contact Dave Talbot or Brad Smith @ 509.467.4500. Submit bids by email to [joek@scfd4.org](mailto:joek@scfd4.org) or fax to 509.467.6032. Best offer over \$4,500 by 4 pm, 3/5/08 will be accepted.

**POSITION ANNOUNCEMENT by King 44 (Mntn View Fire & Rescue):** Temp Chief Officer. Dist exploring offer to provide admin svcs to bordering city & dept. Candidates should have: exper as Chief Ofcr in comb dept; ability to work closely w/both career & volunteer personnel; team oriented; organiz & team bldg skills; exper in re-org; exper in contracting for svcs, mergers & consol preferred; exper wking w/elected officials; knowledge of fire svc WA laws & regs. Contact Chief Smith @ [chiefsmith@kcfd44.org](mailto:chiefsmith@kcfd44.org) or visit [www.kcfd44.org](http://www.kcfd44.org).

**POSITION ANNOUNCEMENT by San Juan 4:** Full time Chief. 33 Fire & EMS vol, 2 full time param & 1 part-time admin staff. Min 15 yrs fire svc & min 3 yrs' exper @ rank of Batt Chief/equiv. Exc leadership & tech skills; progress respons superv & admin exper; extensive exper w/ ALS amb transport & structural/interface fire supp; abil to motivate & meet needs of vol; knack for bldg & maint good comm

relations in rural environ. BA degree in Pub Admin, Fire Science, Emerg Svcs Mgmt or Bus Mgmt preferred. Approp exper may substitute for ed. \$75K + ben (based on background & exper). Visit [www.lopezfire.com](http://www.lopezfire.com) or email [lopezfire@lopezfire.com](mailto:lopezfire@lopezfire.com). For more info call 360.468.2991 or send letter of interest to: San Juan 4, 2228 Fisherman Bay Rd, Lopez Island, WA 98261. Dist is an EOE.

**POSITION ANNOUNCEMENT by Thurston 8:** Dist seeks Asst Chief. As part of the District's Exec Team & Mgmt Team, the AC will be involved in overall planning, directing, oversight & control of oper & admin functions. AC expected to act in a professional, positive & confidential manner. As senior oper ofcr AC will be called upon to exercise independent judgment. AC responds to emerg incidents & manages incident consistent w/ Incident Mgmt System (IMS) protocols as needed. Monthly salary \$5084 - \$6168 with generous benefits. Min qualifications: Instructor Level II & WA State Emerg Med'1 Tech certif w/I 1 yr of appt; valid WDL @ time of hire; must be able to safely perform physical req for Dist emerg responders & successfully pass Dist Physical Ability Test; 5 yrs exper in the fire service as a Capt or higher; 3 yrs exper in trng & occup health & safety field; must be computer literate; exper wking in vol staffing programs. Desirable Qualifications: AA degree in Fire Science & Admin and/or BA degree in fire svcs admin or public admin or related discipline. Contact the district at 360.491.5320 or visit website at [www.southbayfire.com](http://www.southbayfire.com) for application information. Closing date is 3/3/08.

**REQUEST FOR PROPOSALS by Prosser Fire District 3:** The City of Prosser & Benton 3, known as PROSSER FIRE DISTRICT 3, seek proposals from interested fire svc consulting firms to conduct AGENCY EVALUATION of Prosser Fire District 3. The Board wishes to meet the following goals: Create a more efficient org able to provide a higher lvl of svc in an efficient & cost effective manner; update & streamline admin & mgmt org; insure that all leadership, admin, operational & support functions of District are sound & being operated @ highest level of accountability & efficiency possible for an organization its size. For complete details concerning the district and RFP, log onto [www.wfca.wa.gov](http://www.wfca.wa.gov) and select the Classified Ads section.

# REGISTRATION FORM

Please complete the registration form and return it to the WFCA office at P. O. Box 134, Olympia, WA 98507; you may also fax your registration to 360.664.0415 (the association can bill your district). NOTE: If you are attending the seminar for *Newly Elected/Appointed and Experienced Fire Commissioners, Chiefs & Secretaries*, please be sure to fill out the questionnaire below and include it with your registration form.

✓ *Sign Me Up for the Seminar I've checked:*

**Spokane—February 23**

**Ocean Shores—March 15**

**Chelan—May 31**

\_\_\_\_\_ County FPD No. \_\_\_\_\_

\_\_\_\_\_  
Name & Title (as to appear on name badge)

\_\_\_\_\_  
Name & Title (as to appear on name badge)

\_\_\_\_\_  
Name & Title (as to appear on name badge)

\_\_\_\_\_  
Name & Title (as to appear on name badge)

Amount Enclosed \$ \_\_\_\_\_

Bill the District

## LEGAL ISSUES QUESTIONNAIRE

The WFCA Education Committee and Clark and Brian Snure request your input regarding legal issues you would like addressed at the *Newly Elected/Appointed and Experienced Commissioners, Chiefs & Secretaries* seminar, presented in Spokane and Ocean Shores. Please check a topic below or fill in your own topic and return the questionnaire at least one week prior to your program.

Please check the location at which you will attend the seminar:

**Spokane on February 23**

**Ocean Shores on March 15**

Charging for Services

Legal Resolutions: When to Adopt

Discipline of Volunteer Personnel

Legislative Updates

Discrimination/Harassment

Lid Lift Law: How to Submit a Ballot Measure

Growth Management

Volunteer Compensation

Impact Fees/Voluntary Mitigation Agreements  Other: \_\_\_\_\_

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✂ Cut along dotted line and return completed registration form (along with questionnaire, if applicable) to:  
WFCA, P. O. Box 134, Olympia, WA 98507 or fax to 360.664.0415

## CERTIFICATES OF TRAINING

Certificates of Training are available to seminar participants who wish to certify attendance at WFCA educational programs. A *Certificate of Training* will be provided, upon request, to any member participating in a WFCA educational program who would like a copy for his/her records. This voluntary program is aimed at helping members keep records of their administrative training and may enhance fire districts' risk management programs as well. Look for more information at the seminar you attend!